



## Agenda

---

**To all Members of the**

# COMMUNITIES AND ENVIRONMENT OVERVIEW AND SCRUTINY PANEL

**Notice is given that a Meeting of the above Panel is to be held as follows:**

**Venue:** Council Chamber, Floor 2, Civic Office, Doncaster

**Date:** Monday, 23rd January, 2023

**Time:** 4.00 pm

---

### **BROADCASTING NOTICE**

**This meeting is being recorded for subsequent broadcast via the Council's web site.**

**The Council is a Data Controller under the Data Protection Act and images collected during this recording will be retained in accordance with the Council's published policy.**

**Please be aware that by entering the meeting, you accept that you may be recorded and the recording used for the purpose set out above**

---

**Damian Allen  
Chief Executive**

Issued on: Friday 13<sup>th</sup> January 2023

**Governance Services Officer for this meeting**

Caroline Martin  
Senior Governance Officer  
Tel: 01302 734941

### **Items for discussion:**

1. Apologies for absence.
2. To consider the extent to which the public and press are to be excluded from the meeting.
3. Declarations of Interest, if any.
4. Public Statements.

**(A period not exceeding 20 minutes for statements from up to 5 members of the public on matters within the Panel's remit, proposing action(s) which may be considered or contribute towards the future development of the Panel's work programme).**

### **A. Reports where the public and press may not be excluded.**

5. An overview of the Council's plans and arrangements for responding to the heatwave experienced in 2022 (*Pages 1 - 8*)
6. Environment & Sustainability Strategy - Update (*Pages 9 - 22*)
7. Community and Environment Scrutiny Review - Community Asset Transfer process (*Pages 23 - 32*)
8. Overview and Scrutiny Work Plan and Council's Forward Plan of Key Decisions (*Pages 33 - 48*)

## **MEMBERSHIP OF THE COMMUNITIES AND ENVIRONMENT OVERVIEW AND SCRUTINY PANEL**

Chair – Councillor Gemma Cobby

Vice-Chair – Councillor Nigel Cannings

Councillors James Church, Julie Grace, Debbie Hutchinson, Barry Johnson, Tracey Moran, Emma Muddiman-Rawlins and Gary Stapleton

Invitee: Jim Board UNISON



## Doncaster Council

### Report

---

Date:23/01/2023

**TO: THE CHAIR AND MEMBERS OF THE COMMUNITIES & ENVIRONMENT  
SCRUTINY PANEL**

**Report Title: An overview of the Council's plans and arrangements for  
responding to the heatwave experienced in 2022.**

| <b>Relevant<br/>Member(s)</b>                              | <b>Cabinet</b> | <b>Wards Affected</b> | <b>Key Decision?</b> |
|--|----------------|-----------------------|----------------------|
| Cllr Nigel Ball<br>Cllr Joe Blackham<br>Cllr Rachael Blake |                | All                   | No                   |

### **EXECUTIVE SUMMARY**

1. This report aims to give Members of the Communities and Environment Scrutiny Panel an overview of the plans and arrangements Doncaster Council had in place to respond to the heatwave experienced in July 2022. It outlines how the Council supported partner agencies and the support and welfare arrangements put in place to ensure responding staff were kept safe. It also outlines how the Council and partners supported vulnerable residents and recommendations for future preparedness and response.

John Billings, Group Manager from South Yorkshire Fire & Rescue is also attending the Panel to outline their response to the heatwave.

### **EXEMPT REPORT**

2. This report is not exempt.

### **RECOMMENDATIONS**

3. The Panel is asked to consider the information provided in this report and support the recommendations identified for future preparedness and response.

## **WHAT DOES THIS MEAN FOR THE CITIZENS OF DONCASTER?**

4. Reviewing such issues ensures the Panel is aware and assured of the plans and arrangements put in place by the Council when responding to heatwave situations, which ultimately have an impact on the residents of Doncaster.

## **BACKGROUND**

5. South Yorkshire experienced extreme heatwave condition temperatures on Monday 18 July 2022 and Tuesday 19 July 2022.
6. The Civil Contingencies Act 2004 places a statutory duty on category 1 responders to assess the risk of emergencies occurring, put in place emergency plans, and create business continuity plans to ensure they can continue to exercise critical functions in the event of an emergency.
7. Doncaster Council has a suite of emergency plans for various scenarios to ensure it is prepared to respond and mitigate the impacts of an emergency on both the Council and community. Relevant plans referred to during the heatwave include:
  - Corporate Emergency Plan (sets out the command and control structures of the council)
  - Doncaster Council Heatwave Contingency Plan (sets out the actions to be taken in the event of a heatwave)
  - Service Business Continuity Plans (to ensure critical services can continue to operate during an emergency).
8. Following the Met Office issuing an Amber Warning for Extreme Heat from Sunday 17<sup>th</sup> July 2022 (issued on 12<sup>th</sup> July 2022), the Director of Public Health requested a multi-agency TCG be held on Friday 15<sup>th</sup> July. On Friday the 15<sup>th</sup> July a Red warning of extreme heat and a Level 4 heat-health alert (emergency) was issued for the period covering Monday 18<sup>th</sup> and Tuesday 19<sup>th</sup> July 2022. An additional TCG was also chaired by the Deputy Director of Public Health on Tuesday 19<sup>th</sup> July 2022.
9. At the request of the Cabinet Office Briefing Room (COBR) the South Yorkshire Local Resilience Forum (LRF) held multiagency TCG meetings on Monday 18 July and Tuesday 19 July 2022, each day of extreme temperatures. Doncaster Council Tactical/Silver officers also dialled into these meetings.
10. The LRF shared Situation Reports with partner agencies each day from 13 July 2022 to 19 July 2022 to support multiagency awareness of the potential risks and the impacts of the heatwave.
11. Late afternoon on Tuesday 19 July 2022, South Yorkshire Police (SYP) declared a Major Incident in response to receiving a high number of 999 calls from members of the public regarding fires as they couldn't get through to South Yorkshire Fire and Rescue (SYFRS). SYP called a Strategic Coordinating Group (SCG) meeting of Strategic/Gold officers at 1700hrs that day to develop shared situational awareness and assess the multiagency risks of the diverted calls and high number of fires. The LRF declared a multiagency Major Incident at 1750hrs.

A further SCG was held at 2100hrs. A final SCG was held on Wednesday 20 July 2022 at 1200 during which the Major Incident was stood down at 1225hrs.

12. As the weather became warmer from early July 2022, Heat Health Alerts and Weather Warnings were shared by the Resilience and Emergency Planning team to Leadership, Heads of Service, Elected Members, Communications Team and partners by email. The emails are based on the key risks and actions included in the plan and place emphasis on key Public Health advice, and links to the Heatwave Plan for England which contains specific considerations for Health and Social Care Professionals, care homes, schools and early year settings. The emails were in turn shared with these establishments, with assurance provided to the TCG.
13. The Communications and Public Health teams reviewed risks to ensure appropriate public health messages were issued to communities via the Council's website, social media platforms, weekly resident emails, targeted communications to those most vulnerable to extreme heat temperatures and an encouragement to the public and colleagues to check on those who may be struggling in the conditions experienced.
14. The Resilience and Emergency Planning team subsequently contacted all Heads of Service asking them to consider potential impacts and their business continuity arrangements and report any business continuity issues. The following service changes were reported:
  - Libraries and museums closed Monday 18 July and Tuesday 19 July
  - One Primary school closed due to staff shortages
  - Regulation & Enforcement suspended visits and enforcement patrol work after 1300hrs 18 July and 1200hrs on 19 July 2022 to avoid extreme heat
  - Bin collections and Street Scene services started earlier to avoid working in extreme heat
  - Some schools reported collecting children early and not sending children to school on 19 July 2022.
15. The Assistant Director of HR and Communications emailed all staff on 15 July 2022 advising of the Red Extreme Heat Warning and Level 4 Heat Health Alert. This contained advice on:
  - Staying safe and looking after those around us
  - Reminded managers to review risk assessments and business continuity plans
  - Advising staff to work from home where possible
  - Take into consideration flexible working where possible, taking regular breaks and hydration
  - Outdoor workers to have access to bottled water (e.g., refillable) and plan outdoor work in shaded areas, reschedule, or reduce the frequency or over strenuous physical activities
  - Wearing lighter uniform
  - Remaining vigilant of colleagues who may be showing signs/symptoms of heat effects.
16. Additional actions undertaken by TCG members included:

- Highways monitoring of road surface temperatures to review the need for mitigating actions
  - Review of planned events and issuing of advice to event organisers to review risk assessments in light of extreme temperatures
  - Proactive welfare calls from Adult Social Care and Customer Services staff to vulnerable residents which were targeted and prioritised in advance of alerts
  - Welfare packs provided by the Complex Lives teams with support and advice provision
  - Translation of key advice into alternative languages through the Council's Health Protection team and the use of signed advice from Action Deafness in public communications.
17. As a result of excessive demand on South Yorkshire Fire and Rescue's control room in answering calls and directing resources, some challenges were experienced in contacting them for live data.
  18. When intelligence was received either from SYFRS, members of the public or Council colleagues, Forward Liaison Officers were deployed to gather intelligence and provide support to emergency services. Other services such as Highways teams were deployed to support with road closures.
  19. Associated incidents that were reported included a number of wildfires across the borough including Sprotbrough, Auckley and Clayton. A number of residents were also affected by power outages caused by the high temperatures.
  20. During periods of hot weather this year, teams have carried out patrols of open water to identify and reduce the risk of open water swimming. Street Scene and Countryside Rangers have also supported by patrolling woodland to identify any fires or barbecues used by campers, installing signage on fire risk and created fire breaks to prevent any potential spread of fire.
  21. Following the incident a multiagency debrief was carried out by the South Yorkshire LRF. A lot of notable good practice was identified however there were some areas for improvement. These recommendations are now being progressed with partners.
  22. A debrief and after action review was undertaken through the Doncaster multi-agency Tactical Coordination Group (TCG) with recommendations being embedded into future preparedness and response. The local recommendations are:
    - Review of TCG membership for heat-health/extreme heat events, particularly across the Team Doncaster partnership.
    - Review of communication flows, timeliness and coordination when a major incident is declared (e.g. fires / wildfires across the borough, road closures)
    - Embed considerations to inequalities in communications activity in response to future incidents.
    - Timeliness and review of plans and risk assessment, preparation of proactive communications in events such as this that have an advance warning period.
    - Reconsider communication flows with operational teams on the ground (2-way communication) in incidents such as multiple fires

- Review of rest centre plan and key contacts (the reviewed plan is already out for comment).
- Consideration to how we monitor health impacts of such events over and above OPEL levels.
- Review of local threat and risk assessments for heat events to include strengthening profile of wider impacts such as fires and council buildings, high-risk housing such as top floor flats to understand and raise the profile for preparedness and response activities in the future.
- All service areas to review business continuity plans to consider extreme heat events and learning for this event.
- Build on processes for proactive calls/support for vulnerable people to include how we increase the capacity.
- Exercise of heatwave plan following review.
- Consideration to review of how the Emergency Control Centre and incident response plans are activated, mobilised and coordinated in the future.
- Consider in future incidents opportunities to engage a wider cohort of council staff to report incidents and key behaviours where appropriate.
- Add explicit reference to temporary accommodation (e.g., for asylum seekers & refugees) and early years provision to TCG silver brief templates.

### OPTIONS CONSIDERED


23. There are no specific options to consider within this report. The report aims to provide an opportunity for the Panel to consider the information provided and provide feedback and comments.

### REASONS FOR RECOMMENDED OPTION

24. Not Applicable.

### IMPACT ON THE COUNCIL'S KEY OUTCOMES


- 25.

| Great 8 Priority  | Positive Overall | Mix of Positive & Negative | Trade-offs to consider – Negative overall | Neutral or No implications |
|---|------------------|----------------------------|---|----------------------------|
|  <b>Tackling Climate Change</b>  |                  | ✓                          |   |                            |
| Comments: The impacts of heatwave events can be reduced through tackling climate change and more sustainable buildings and infrastructure. Some contingencies rely on less sustainable mitigations e.g., provision of bottled water in some settings rather than reusable or promotion of opportunities to refill. High |                  |                            |   |                            |


temperatures can be linked to poor air quality, high levels of ozone, and fine particles (PM<sub>10</sub> and PM<sub>2.5</sub>). As a result of drier than usual vegetation, the risk of wildfires is much greater in the event of a heatwave.

|  |  |  |  |   |
|--|--|--|--|---|
|  <b>Developing the skills to thrive in life and in work</b> |  |  |  | ✓ |
|--|--|--|--|---|

Comments:

|  |  |  |  |   |
|--|--|--|--|---|
|  <b>Making Doncaster the best place to do business and create good jobs</b> |  |  |  | ✓ |
|--|--|--|--|---|

Comments:

|   |  |   |  |  |
|---|--|---|--|--|
|  <b>Building opportunities for healthier, happier and longer lives for all</b> |  | ✓ |  |  |
|---|--|---|--|--|


Comments: Early consideration is given to support those who are most vulnerable in a heatwave by disseminating information and public health advice to services, providers, partners and staff. Greater consideration is needed to built environment that exacerbates the impacts of heat e.g. those living in urban areas and south-facing top-floor flats can be more vulnerable.

|   |  |   |  |  |
|---|--|---|--|--|
|  <b>Creating safer, stronger, greener and cleaner communities where everyone belongs</b> |  | ✓ |  |  |
|---|--|---|--|--|



Comments: Robust response and recovery plans are in place, and lessons learned are embedded in future responses. Some contingencies rely on less sustainable mitigations e.g., provision of bottled water in some settings rather than reusable or promotion of opportunities to refill.

Heatwaves and higher temperatures can have an impact on levels of environmental pollution. Specifically, periods of higher levels of air pollution often accompany heatwaves. Prolonged sunshine and higher temperatures can also accelerate the growth of blue-green algae which can cause problems for aquatic life, and increase wider problems including odour, dust and vermin infestation.

Warm weather can see an increase in people playing or swimming in open water sites and associated injuries or deaths.

|  |  |   |  |  |
|--|--|---|--|--|
|  <b>Nurturing a child and family-friendly borough</b> |  | ✓ |  |  |
|--|--|---|--|--|



|  |  |   |   |  |
|--|--|---|---|--|
| <p>Comments: Proactive advice and guidance was shared with settings such as education, early years and family hubs. Infants and young children are more vulnerable to heat</p>   |  |   |   |  |
|  <p><b>Building Transport and digital connections fit for the future</b></p>  |  |   | ✓ |  |
| <p>Comments: Road surfaces can be susceptible to melting under extreme or prolonged temperatures (more likely as a result of direct sunlight). Traffic congestion leading to delays could have serious consequences for those stranded in vehicles, especially those more vulnerable in the 'at risk' groups. The rail network will be susceptible to rails warping or buckling under extreme or prolonged temperatures although this will vary. Rising temperatures increase demand on supply due to the use of air conditioning units and reduce the power-carrying capacity of the system as it is harder to cool. Rising temperatures can also cause cooling problems for power stations as they are unable to cool components and additionally lowers the power station's efficiency.</p> |  |   |   |  |
|  <p><b>Promoting the borough and its cultural, sporting, and heritage opportunities</b></p>  |  | ✓ |   |  |
| <p>Comments: Planned events were reviewed with advice provided to event planners to review risk assessments in light of extreme heat. Some cultural and heritage buildings are less resilient to the heat with some closures to reduce impacts on staff and visitors</p>   |  |   |   |  |
| <b>Fair &amp; Inclusive</b>  |  | ✓ |   |  |
| <p>Comments: The impacts of heatwave events vary across different population groups with many more vulnerable due to age, health conditions and environmental factors such as living in urban areas, top floor flats, cooling and ventilation. Consideration to inequalities was made during the response and has been strengthened in future planning.</p>  |  |   |   |  |

**26. Legal Implications [Officer Initials: SF | Date: 13.12.22]**

There are no specific legal implications in relation to this report

**27. Financial Implications**

No Financial Implications have been sought for this report. Further specific advice can be provided in relation to any issues raised by the Committee.

**28. Human Resources Implications [Officer Initials: DK | Date: 15/12/2022]**

There are no direct HR implications to this report, however, any emerging matters that impact on the workforce will require HR engagement at the appropriate time.

29. **Technology Implications [Officer Initials: PW | Date: 14/12/22]**

There are no technology implications in relation to this report.

**RISKS AND ASSUMPTIONS**

30. There are no risks and assumptions associated with this report as no decisions are being recommended or taken.

**CONSULTATION**

31. No specific consultation has been undertaken in respect of this report.

**BACKGROUND PAPERS**

32. Not Applicable

**GLOSSARY OF ACRONYMS AND ABBREVIATIONS**

33.

- COBR – Cabinet Office Briefing Room
- TCG – Tactical Coordinating Group
- SCG – Strategic Coordinating Group
- SYFRS – South Yorkshire Fire and Rescue Service
- SYLRF – South Yorkshire Local Resilience Forum
- SYP – South Yorkshire Police

**REPORT AUTHOR & CONTRIBUTORS**

**Daniel Weetman, Resilience & Emergency Planning Manager**

01302 734009 | [daniel.weetman@doncaster.gov.uk](mailto:daniel.weetman@doncaster.gov.uk)

**Dr Rupert Suckling, Director of Public Health**

01302 734010 | [Rupert.suckling@doncaster.gov.uk](mailto:Rupert.suckling@doncaster.gov.uk)

**Dan Swaine, Director of Economy & Environment**

01302 762503 | [dan.swaine@doncaster.gov.uk](mailto:dan.swaine@doncaster.gov.uk)



## Doncaster Council

### Report

---

**Date:** 23<sup>rd</sup> January 2023

**To: Chair and Members of the Community and Environment Overview & Scrutiny Committee**

**Report Title: Environment & Sustainability Strategy – Update**

| Relevant Cabinet Member(s) | Wards Affected | Key Decision |
|----------------------------|----------------|--------------|
| Cllr Mark Houlbrook        | All            | No           |

### EXECUTIVE SUMMARY

1. Following the declaration of the Climate & Biodiversity Emergency in September 2019, by Mayor Ros Jones, the Council has since initiated Doncaster Climate Commission, chaired by Ed Milliband MP, for which the Report on findings was published in November 2020.
2. The declaration and subsequent findings from the commission have influenced a number of decisions and activities that followed.
3. The new Environment & Sustainability Strategy was published January 2021 and the Net Zero Masterplan was published Feb 2021.
4. A new Sustainability Unit has been approved and was formed, 1<sup>st</sup> September 2021, with new and existing posts to provide more focus, co-ordination and drive in areas of carbon reduction and nature recovery.
5. A £5m fund has been established to initiative projects that deliver on the Environment & Sustainability strategy action plan and there has been £36m worth of schemes and infrastructure projects announced and initiated, including housing retrofit schemes, renewable energy investment and the challenge of planting 1 million trees in the next 10 years.
6. The decisions, activity and plans developed to date will lay firm foundations for delivery against the Councils' climate and environment ambitions.
7. This report shares further information in the form of an update on activity as requested by the Community & Environment Overview & Scrutiny panel.

## EXEMPT REPORT

8. N/A

## WHAT DOES THIS MEAN FOR THE CITIZENS OF DONCASTER?

9. Residents and businesses benefit from support, advice and grant funding the Council and partners will deliver.
10. Residents and businesses will be made to feel part of a movement which will impact on everyone.
11. The actions set out in the Environment & Sustainability strategy will provide a wide range of cross-cutting benefits, including environment, social, economic and health.

## RECOMMENDATIONS

12. That the Panel note and consider the information received.

## BACKGROUND

13. Following the declaration of the Climate & Biodiversity Emergency, it was agreed there is an imperative that the Council organise its resources in a way that enables focus, drive and delivery. A co-ordinated approach was required, and a new Sustainability Unit would lead.
14. Further actions included the creation of the Doncaster Climate Commission and the publishing of its findings, a new Environment & Sustainability strategy and Net Zero Masterplan.
15. The Environment & Sustainability strategy (known as 'the strategy') set out a pathway for carbon reduction and nature recovery as well as adaptation to the local effects of climate change.
16. The strategy proposes the delivery of 111 actions which contribute to the short, medium and long term pathway of environmental improvement. This is not an exhaustive list, and while some actions will be achieved and replaced with new actions, some actions may develop in line with policy, legislation, financial markets, and technology.
17. The actions are split into key themes of Natural Environment, Built Environment, Green Tech & Economy, and Sustainable Consumption, Education & Behaviour Change.
18. A governance structure is in place to allow focused stakeholder engagement amongst each of these themes which report on progress to Team Doncaster Coordinating Groups – Housing and Environment
19. Some of the key activities and decisions to date include:
20. **Corporate:**
  - a. Sustainability Unit structure approved 1<sup>st</sup> September 2021
    - i. 24 members of staff making up 19 FTE (Full Time Equivalent)

- posts
  - ii. Includes 8 new posts working predominantly on carbon reduction and woodland creation and management
  - b. Team Doncaster Environment & Sustainability Network Officer Group established September 2021:
    - i. 4 thematic groups feed into the Network Officer Group, with a focus on Built Environment, Natural Environment, Economy & Technology, and Consumption, Education & Behaviour.
    - ii. Consists of Team Doncaster partners and wider eg. Yorkshire Water, National Farmers Union, Yorkshire Wildlife Trust.
  - c. 54 of the 111 E & S Strategy actions issued to Council Heads of Service as part of their Service Plans for 2022-23, covering existing and planned delivery. 39 actions to be delivered through agreed 'key areas of focus' and 18 actions as yet unallocated (to be revisited in 2023-24)
  - d. Corporate decision making now routinely considers 'Climate' impact.
21. **Communications:**
- a) Internal and external communications to raise awareness, celebrate success and promote a 'call to action' have begun, with some mixed results so far. This is an area for improvement and is already showing positive signs with better and more frequent comms being produced.
  - b) Your Life Doncaster has been agreed as the host website for the Environment & Sustainability pages and 'Climate Doncaster' has been agreed as the brand for all partner and community based environmental PR.
22. **Funding:**
- a) £12.56m St. Leger Homes Thermal Improvement programme. Insulating the remaining 1,800 uninsulated homes.
  - b) £2.4m capital funding application for Council buildings energy efficiency retrofit, including low energy lighting and solar.
  - c) Total of £23.3m of external funding secured including:
  - d) A number of successful funding bids for housing retrofit worth a combined £6.8m.
  - e) £1.7m to decarbonise Askern Leisure Centre
  - f) £166k to increase the number of EV charging bays in Council carparks from 15 to 35.
  - g) £499k for tree planting and tree maintenance
  - h) £138k from the Community Renewal Fund to develop a Housing Retrofit study, training and development and business grade energy audits of buildings and schools.
  - i) £330k for low carbon business grants – issued to 118 Doncaster SME's and micro-businesses.

- j) £150k for a Hydrogen Refuelling Hub feasibility study.
- k) £579k Nature for Climate 'Peatland Discovery Grant'.
- l) £3.3m will enable the delivery of a range of capital works to help restore 2869ha of peatland habitat across the Humberhead Levels, including at the Humberhead Peatlands National Nature Reserve (Thorne, Hatfield, Goole, and Crowle Moors), Potteric Carr SSSI, Misson Training Ground SSSI, the River Idle Washlands SSSI and on farmed peatland.
- m) We have 26 outline proposals for use of the Council's £5m Environment & Sustainability Reserve.
- n) 2019 Flood Recovery programme being progressed consisting of 42 scheme with combined costs of £15m. £6m in funding allocated to the programme so far.
- o) £2m in funding won through a DEFRA Competition to retrofit sustainable drainage systems in to two areas of Doncaster that suffer from surface water flooding.
- p) £1.8m allocated through SYMCA Gainshare ring fenced to flood resilience schemes across the borough.

## 23. **Built Environment**

### a) **Housing Retrofit:**

- i. Our retrofit schemes have/will assist 858 households with a mixture of insulation, heating and solar works by March:
  1. 611 homes through Local Authority Delivery (LAD) and Social Housing Decarbonisation Fund (SHDF)
  2. 247 homes through the Energy Company Obligation (ECO)
  3. We are preparing for the launch of a new government grant (ECO Plus) due to start April, which will help fund insulation works for homeowners living in homes rated A-D council tax band. This is a 3 year scheme that has potential to help thousands of homes in Doncaster to reduce heating consumption and cost.
  4. The Sustainability Unit awaits the outcome of 2 funding bids worth £6.4m to undertake further insulation works to Council owned and privately owned homes between 2023 and 2025.

### b) **Building Retrofit:**

- i. Askern Leisure Centre – Removal of the coal fired boiler, replace with heat pumps, improved roof and wall insulation, LED lighting, low-e glazing and EV charging.
  1. 260.54 tonnes of carbon saving per annum
  2. 4,544.39 tonnes of carbon savings over the lifetime of the improvement works

### c) **Electric Vehicles and Charging:**

- i. 42 charging bays now in operation for Council fleet, with 24 being installed/awaiting installation.
  1. 22 bays – North Bridge Depot
  2. 6 bays – Civic Office

3. 2 bays – Archives Building (Chequer Road)
  4. 2 bays – Sandall Beat Environment Centre
  5. 2 bays – Rose Hill Crematorium
  6. 2 bays – Wheatley family Hub
  7. 2 bays – Balby family Hub
  8. 2 bays – Mexborough Library
  9. 2 bays – Holmescarr Centre
  10. Vermeuyden Centre (2 bays) – Awaiting installation
  11. Martin Wells (1 bay) – Awaiting installation
  12. Waste Transfer Station (1 bay with infrastructure for whole DMBC staff carpark) – awaiting installation
  13. 20 bays – currently in construction phase at Civic Office solar carport.
- ii. The following sites are due to have new EV charging bays for public use in the next 2-3 months.
    1. Chamber Road (4 new bays, plus 2 upgrades)
    2. Market carpark (upgrade of 4 bays)
    3. The Dome (2 bays)
    4. Askern Leisure Centre – (2 bay)
    5. John Street carpark Mexborough ( 2 bay)
    6. Bridge Street carpark Thorne (2 bay)
    7. Civic Quarter carpark (4 bays)
  - iii. To add to the public offer of EV charging in Council carparks, a decision is to be added to the Forward Plan to approve an externally funded scheme of 100 onstreet residential chargepoints, installed in 11 locations across Doncaster.

#### **Renewable Energy:**

- iv. Although this is not a delivery outcome for the Council, the 49MW solar farm development approval at Warren Farm, Duncroft, adds to the already impressive renewable energy generation statistics for Doncaster. A further application for 45MW solar farm at Micklebring is at Planning Committee in February, and an application for a 600MW solar farm covering parts of Thorne and North Lincs is expected in 2023-24. A planning application for large scale battery storage (2.7GW) is being made by Banks Renewables at Thorpe Marsh Power Station. The Council could be in a good position to agree a long term Power Purchase Agreement for 100% renewable energy generated in Doncaster.

## **24. Natural Environment**

### **a) Natural Capital Mapping:**

- i. A set of detailed maps are now available for Doncaster to utilise for assessment: for protection, improvement and development to support nature recovery and utilisation of land to maximise the ecosystem services delivered by key sites.
- ii. Due to the size and level of detail they hold, colleagues continue to work on the maps to make them available in a usable format for external stakeholders to view.
- iii. It is intended that the Doncaster Local Records Centre will eventually provide map copies on request, as part of its existing chargeable service.

**b. Naturalisation**

- i. We are now in the second year of a five-year naturalisation trial. We now have 126 sites where areas of one form or another have been set aside for naturalisation over this coming year totalling 1,613,243 m<sup>2</sup>, which is an increase of 75,462 m<sup>2</sup> from last year. This includes 41 wildflower sites, areas sown with a variety of seed mixtures in the springtime. Signs promoting the naturalisation project have been installed at sites to inform members of the public as to why some grass areas are being left longer and maintained in a different way to encourage a wider diversity of plant and insects.

**c. Tree Challenge:**

- i. Season 1 (November 2021 – March 2022) successfully delivered 2 large scale tree planting projects at Bentley and Bullcroft Pit Tops, contributing to the 53,706 trees planted.

|                                |                 |
|--------------------------------|-----------------|
| Large-scale planting (Council) | = 47,947        |
| Residential & Private planting | = 431           |
| Tiny Forest                    | = 570           |
| Community planting             | = 4,508         |
| Street Scene                   | = 250           |
| <b>Total</b>                   | <b>= 53,706</b> |

- ii. The devastating effects of the July 2022 heatwave resulted in the loss of over 20,000 newly planted trees. Plans are being prepared to recover the losses at Bullcroft Pit Top.
- iii. The Environment & Sustainability Strategy identified the need to procure from companies with appropriate procedures and controls to ensure that all nursery stock planted is free from pest and disease. This is something which has been stipulated within tenders and quotations carried out by Street Scene for several years when buying plants and trees. This will continue to be included and evaluated as part of any formal tendering process to ensure the no pests and diseases are bought in with nursery stock. Where required plant passports must be provided to ensure products can be traced throughout the supply chain and declared compliant with plant health requirements.
- iv. Season 2 of planting is now underway with over 1,700 trees planted in November and December and 46,000 planned for planting between January and March 2023 for the Queens Green Canopy project.

**d. Local Nature Recovery Strategy:**

- i. The production of the LNRS will be led by SYMCA as part of their Environmental Sustainability Plan (ESP), supported by South Yorkshire Local Nature Partnership. The ESP will provide a framework for understanding SYMCA’s role in enabling environmental, social, and economic prosperity.
- ii. The ESP will also enable delivery on the manifesto commitments outlined by Mayor Oliver Coppard “*to work with partners such as the Wildlife Trust to develop and deliver a South Yorkshire Natural Environment Strategy, so that we can protect and restores nature, and invests in our ecosystems.*”



- iii. Nature Recovery and the LNRS will now be included in the SYMCA Statement of Common Ground and commitments will be sought from all South Yorkshire Authorities to develop, deliver and monitor delivery through planning, as is also required through the Environment Act.
- iv. South Yorkshire Local Nature Partnership members are currently working on the development of an initial Nature Recovery Network map which will then undergo a wider consultation process (anticipated late 2022/early 2023), along with target and priority setting.
- v. The Local Nature Recovery Strategy will then need a delivery plan and funding to implement and monitor the actions.

**e. Biodiversity Net Gain**

- i. Cabinet approval has been given to add a £25,000 per biodiversity unit Biodiversity Net Gain Compensation fee to the list of Council fees and charges. This will be used in planning applications in instances where biodiversity measures cannot be delivered on site and Biodiversity Net Gain Units are not available for sale on the open market.
- ii. A supplementary planning document on Biodiversity Net Gain was drafted and went out to public consultation in April 2022. The document is now published and can be found at <https://www.doncaster.gov.uk/services/planning/biodiversity-net-gain-supplementary-planning-document>

**f. UNESCO Biosphere status for Thorne and Hatfield Moors**

- i. Project to include Doncaster and surrounding area (Hatfield and Crowle Moors).
- ii. Working with Prof. Ian Rotherham and other UNESCO experts to develop an application.
- iii. Target for completion is 2025.

**g. Peatland restoration programme on Thorne and Hatfield Moors**

- i. The project will enable the delivery of a range of capital works to help restore 2869ha of peatland habitat across the Humberhead Levels, including at the Humberhead Peatlands National Nature Reserve (Thorne, Hatfield, Goole, and Crowle Moors), Potteric Carr SSSI, Misson Training Ground SSSI, the River Idle Washlands SSSI and on farmed peatland.
- ii. The capital works will predominantly be associated with the restoration of hydrological function and establishment of conditions for peat-forming vegetation. In restoring peatland habitat the project will reduce carbon emissions and enhance carbon sequestration where feasible. Project Objective 3 quantifies this aim 'reduce carbon emissions, secure 1,501,335 tCO<sub>2</sub>e and encourage active peat formation on formerly milled peats on Thorne and Hatfield Moors, other protected sites and adjacent farmland'.
- iii. The project also aims to increase knowledge and understanding of the value of peatlands, their benefits for wildlife and role in mitigating the impacts of climate change. At least 2000 local people will be engaged with the project.

## 25. Economy

### a) Community Renewal Fund (CRF):

- i. Approximately £50,000 of CRF has been used to contribute towards the delivery of 1,200m<sup>2</sup> of new green infrastructure through tree planting at Bentley and Bullcroft Pit Tops, as well as fully funding the Tiny Forest at Askern Littlemoor Primary Academy.
- ii. £44,000 has been used to fund a Housing Retrofit study, authored by the University of Sheffield, which is due for publication in October.
- iii. £25,000 will be used to fund housing retrofit qualification for up to 15 people from the Council, St Leger Homes and private companies in Doncaster.
- iv. £150,000 has been used to fund a Hydrogen Fuel Feasibility Study, focused on transport, to understand the potential for Doncaster to introduce hydrogen generation infrastructure for future use by HGVs.
- v. £330,000 has been made available for SMEs to access Low Carbon Grants, to improve their business premises and/or processes. 118 grants have been approved for a variety of uses including replacement controls for automation and EV charging.
- vi. £70,000 has been made available to undertake 26 business grade energy audits on Council buildings and schools. The audits will provide us with the necessary information and recommendations to bid into the forthcoming Public Sector Decarbonisation Scheme.

### b) Flood Risk, Highway & Land Drainage

- i. 2019 Flood Recovery programme being progressed consisting of 42 scheme with combined costs of £15m.
- ii. £2m in funding won through a DEFRA Competition to retrofit sustainable drainage systems in to two areas of Doncaster that suffer from surface water flooding. £1m allocated to Clay Lane and £1m allocated to Scawthorpe. Both schemes will be carried out in conjunction with Yorkshire Water to maximise opportunities make the areas more resilient to flood ris
- iii. 2 fully funded natural flood management (NFM) schemes in development, Tickhill NFM and Conisbrough NFM each designed to increase community resilience to flash flooding, slowing the flow on these fast reacting catchments and working with land owners and farmers to maximise opportunity for water attenuation.
- iv. Multiple surface water and retrospective SuDS schemes throughout the borough's highway network to improve road safety, reduce highway deterioration and improve water quality.
- v. £1.8m allocated through SYMCA Gainshare ring fenced to flood resilience schemes across the borough.
- vi. Working with partner organisations and neighbourhood authorities to deliver source to sea catchment plans and strategies such as Connected by Water and Humber 2100+

## 26. Consumption, Education And Behaviour

### a) Community Engagement:

- i. In partnership with St Leger Homes, Doncaster Chamber, Voluntary Action Doncaster and Doncaster College, the Council launched the Environmental Pride scheme to support and encourage communities with their environmental activities. Eight grants totalling £20,000 (funded by Efficiency North procurement framework) have been approved in Round 1. A second Round is underway with a £24,000 fund for 7 applications. An example of project:

Growing Together Education CIC is a working farm and runs a farm shop, community cafe, community craft shop, education and training programmes, SEND programmes, green social prescribing, community workshops and events. They will create a working, sustainable and usable large garden area for students, workshops, community groups and volunteers. They will be converting a new area of their site into a full market garden, with areas for year round working, examples of how people can grow at home and a fully accessible community garden.

- ii. Keep Britain Tidy - National Great British Spring Clean saw the Award Winning communities of Doncaster taking part in litter picks across the Borough. There were over 100 litter pick events with over 1,600 bags of litter collected by over 2,000 Community volunteers. 571 litter pickers and 113 hi-viz vests were loaned out by Street Scene during the campaign, some of which were kept by the volunteers to continue litter picking after the campaign had finished. Equipment is still loaned or donated to volunteers outside of the Spring Clean period to help maximise volunteer involvement – with a further 196 litter pickers given out since the Spring Clean.

### b) Schools and Education:

- i. Following the creation of the Sustainability Unit in September and the inclusion of Countryside & Woodland Rangers, we have created a new Environment & Sustainability Service for schools to purchase. The service includes energy management and compliance with energy related legislative requirements, procurement of utilities and a broad educational support package that can be delivered at the school or Sandall Beat Environment Centre. With 80 schools buying the service it is one of the most popular services delivered through the Council's Buy Doncaster brand.
- ii. Inspired by school children at Bessacarr Primary there was a Motion to Full Council – Banning the release of Balloons and Sky Lanterns on land owned by Doncaster Council. Passed in January 2022. Proposer Cllr Majid Khan, Seconder Cllr Sarah Smith.

### c) Climate Champions:

- i. Since inception early 2021, the Climate Champions group has grown to 192 members, who participate in discussion and sharing of good environmental practice, both in their professional and

personal lives and is a great influence amongst colleagues, friends and family.

d) **Carbon Literacy:**

- I. With support from some of our Climate Champions, the Sustainability Unit has delivered Carbon Literacy training to 234 staff and elected members. Improving the wider understanding of climate change and giving people more confidence when discussing actions of mitigation
- II. Doncaster City Council has been chosen as winner of the National Carbon Literacy Action Day – Catalyst Award 2022


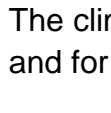
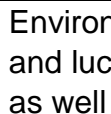
**OPTIONS CONSIDERED**






27. This report is for information only.

**REASONS FOR RECOMMENDED OPTION**

28. This report is for information only.

**IMPACT ON THE COUNCIL’S KEY OUTCOMES**

| Great 8 Priority   | Positive Overall | Mix of Positive & Negative | Trade-offs to consider – Negative overall | Neutral or No implications |
|--|------------------|----------------------------|---|----------------------------|
|  <b>Tackling Climate Change</b>   | ✓                |                            |   |                            |
| <p>Each of the actions being implemented either reduce carbon emissions, protect or enhance nature, or protect residents from the impacts of climate change.</p>   |                  |                            |   |                            |
|  <b>Developing the skills to thrive in life and in work</b>   | ✓                |                            |   |                            |
| <p>The climate and environment agenda presents significant opportunity to re-skill and for young people to find opportunities in a future green economy.</p>   |                  |                            |   |                            |
|  <b>Making Doncaster the best place to do business and create good jobs</b>   | ✓                |                            |   |                            |
| <p>Environmental services and the green economy is likely to be the most important and lucrative of all sectors. It presents very scalable and long-term opportunities as well as specialist industry.</p> |                  |                            |   |                            |

|   |   |  |  |   |
|---|---|--|--|---|
|  <b>Building opportunities for healthier, happier and longer lives for all</b>            | ✓ |  |  |   |
| Improved air quality as a result of reduced use of fossil fuels in energy supply and transport.   |   |  |  |   |
|  <b>Creating safer, stronger, greener and cleaner communities where everyone belongs</b> | ✓ |  |  |   |
| Each of the actions being implemented either reduce carbon emissions, protect or enhance nature, or protect residents from the impacts of climate change.                 |   |  |  |   |
|  <b>Nurturing a child and family-friendly borough</b>                                    |   |  |  | ✓ |
| Not applicable.   |   |  |  |   |
|  <b>Building Transport and digital connections fit for the future</b>                  | ✓ |  |  |   |
| Improving transport infrastructure through electric vehicle charging.   |   |  |  |   |
|  <b>Promoting the borough and its cultural, sporting, and heritage opportunities</b>   |   |  |  | ✓ |
| Not applicable.   |   |  |  |   |
| <b>Fair &amp; Inclusive</b>   | ✓ |  |  |   |
| Supporting residents with housing retrofit, access to green open space and woodland. Ensuring all communities benefit.  |   |  |  |   |

### Legal Implications

29. No Legal Implications have been sought for this report. Further specific advice can be provided in relation to any issues raised by the Panel.

## **Financial Implications**

30. No Financial Implications have been sought for this report. Further specific advice can be provided in relation to any issues raised by the Panel. This report is for information only.

## **Human Resources**

31. No Implications have been sought for this report. Further specific advice can be provided in relation to any issues raised by the Panel. This report is for information only.

## **Technology Implications**

32. No Implications have been sought for this report. Further specific advice can be provided in relation to any issues raised by the Panel. This report is for information only.

## **RISKS AND ASSUMPTIONS**

33. This report is for information only.

## **CONSULTATION**

34. Various consultations undertaken with Portfolio Holders and Ward Members for each work stream.
35. Dan Swaine – Director Economy & Environment
36. Cllr Mark Houlbrook – Portfolio Holder for Sustainability & Waste

## **BACKGROUND PAPERS**

[Environment & Sustainability Strategy](#)

## **GLOSSARY OF ACRONYMS AND ABBREVIATIONS**

37. EV – Electric Vehicle
38. LNRS – Local Nature Recovery Strategy
39. ESP – Environment and Sustainability Plan
40. SYMCA – South Yorkshire Mayoral Combined Authority
41. MW – Megawatt
42. GW – Gigawatt
43. FTE – Full Time Equivalent
44. E&S – Environment & Sustainability
45. UNESCO – The United Nations Educational, Scientific and Cultural Organization
46. SSSI – Site of Special Scientific Interest
47. DEFRA – Department for Environment, Food & Rural Affairs
48. SEND – Special Educational Needs & Disabilities
49. NFM – Natural Flood Management
50. SUDs – Sustainable Drainage Systems
51. SME's – Small & Medium Enterprise
52. TCO<sub>2e</sub> – Tonnes of Carbon Dioxide equivalent
53. ECO – Energy Company Obligation
54. LAD – Local Authority Delivery scheme
55. SHDF – Social Housing Decarbonisation Fund

**REPORT AUTHOR & CONTRIBUTORS**  
**Richard Smith – Head of Sustainability**  
01302 862514 – [Richardjames.smith@doncaster.gov.uk](mailto:Richardjames.smith@doncaster.gov.uk)

**Dan Swaine**  
**Director Economy & Environment**

This page is intentionally left blank





## Doncaster Council

### Report

---

Date: 23rd January 2023

To the Chair and Members of the Communities and Environment Overview and Scrutiny Panel

#### **COMMUNITIES AND ENVIRONMENT OVERVIEW AND SCRUTINY: COMMUNITY ASSET TRANSFER REVIEW**

| Relevant Cabinet Member(s)   | Wards Affected | Key Decision |
|--|----------------|--------------|
| Councillor Joe Blackham - Highways, Infrastructure and Enforcement | All            | No           |

#### **EXECUTIVE SUMMARY**

1. This report presents the outcomes and recommendations resulting from the Communities and Environment Overview and Scrutiny Panel review, which considered the Council's Community Asset Transfer process. Community Asset Transfer (CAT) is a process that allows a community organisation to take over publicly owned land or buildings in a way that recognises the public benefits that the transfer will bring. During the review period, the Panel also considered the proposed Strategic Asset Management Strategy 2023-2030, scheduled for consideration by Cabinet on the 1<sup>st</sup> February 2023.
2. The Panel held a number of meetings to engage and seek the views of Officers, a National Membership Network supporting local community organisations and looked at the process and practice in another Local Authority. The Panel also looked at a range of case studies and heard the views of Members who had worked with groups involved in the process.
3. Once agreed the Panel's recommendations will be formally submitted to the Mayor and Cabinet for consideration.

#### **EXEMPT REPORT**

4. This report is not exempt.

## **RECOMMENDATIONS**

5. That the Panel agree the following recommendations as included in Appendix A.
6. That the recommendations (incorporating the feedback provided on the proposed Strategic Asset Management Strategy 2023-2030) and a report outlining the findings of the review be forwarded to the Executive for consideration.

## **WHAT DOES THIS MEAN FOR THE CITIZENS OF DONCASTER?**

7. This review identifies recommendations that seek to support and improve the Community Asset Transfer Process for the benefit of the communities and the Council.







## **BACKGROUND**



8. As part of its developing work plan for 2022/23, the Communities and Environment Overview and Scrutiny Panel agreed to undertake a review to look at the Community Asset Transfer process within the Council, and provide observations and develop recommendations that could improve the process.
9. In order to develop its recommendations the Panel;
  - Held meetings with officers from the Assets Team and Stronger Communities Team.
  - Received a number of case studies providing examples of Community Asset Transfers in Doncaster and from another Local Authority.
  - Reviewed areas of best practice and the process undertaken by another Local Authority identified through the work of Locality organisation.
  - Considered research and insight provided by Locality organisation, a National Membership Network supporting local community organisations.
  - Heard from Panel Members who had experienced Community Asset Transfers through their own ward.
  - Considered and provided feedback on the proposed Strategic Asset Management Strategy 2023-2030, prior to Cabinet on the 1<sup>st</sup> February 2023.
10. The agreed recommendations will be sent as part of an outcome report that will set out the findings from the review and these have been set out in Appendix A.

## **OPTIONS CONSIDERED**

11. The Panel undertook a number of meetings and considered a range of information to consider the current Community Asset Transfer process and how this can be improved taking into account resources available to the Council.

## **IMPACT ON THE COUNCIL'S KEY OUTCOMES**

| Great 8 Priority  | Positive Overall | Mix of Positive & Negative | Trade-offs to consider – Negative overall | Neutral or No implications |
|---|------------------|----------------------------|---|----------------------------|
|  <b>Tackling Climate Change</b>  |                  |                            |   | ✓                          |
| Comments:   |                  |                            |   |                            |
|  <b>Developing the skills to thrive in life and in work</b>                                |                  |                            |   | ✓                          |
| Comments:   |                  |                            |   |                            |
|  <b>Making Doncaster the best place to do business and create good jobs</b>               |                  |                            |   | ✓                          |
| Comments:   |                  |                            |   |                            |
|  <b>Building opportunities for healthier, happier and longer lives for all</b>           |                  |                            |   | ✓                          |
| Comments:   |                  |                            |   |                            |
|  <b>Creating safer, stronger, greener and cleaner communities where everyone belongs</b> |                  |                            |   | ✓                          |
| Comments:   |                  |                            |   |                            |
|  <b>Nurturing a child and family-friendly borough</b>                                    |                  |                            |   | ✓                          |

|   |   |                          |  |   |
|---|---|--------------------------|--|---|
| Comments:   |   |                          |  |   |
|  | <b>Building and connections fit for the future</b>                                  | <b>Transport digital</b> |  | ✓ |
| Comments:   |   |                          |  |   |
|  | <b>Promoting the borough and its cultural, sporting, and heritage opportunities</b> |                          |  | ✓ |
| Comments:   |   |                          |  |   |
|   | <b>Fair &amp; Inclusive</b>   |                          |  | ✓ |
| Comments:   |   |                          |  |   |

### Legal Implications

12. No Legal Implications have been sought for this report. Further specific advice can be provided in relation to any issues raised by the Panel.

### Financial Implications

13. No Financial Implications have been sought for this report. Further specific advice can be provided in relation to any issues raised by the Panel.

### Human Resources Implications

14. No Human Resources Implications have been sought for this report. Further specific advice can be provided in relation to any issues raised by the Panel.

### Technology Implications

15. No Legal Implications have been sought for this report. Further specific advice can be provided in relation to any issues raised by the Panel.

### RISKS AND ASSUMPTIONS

16. The recommendations proposed within this review need to be considered by the Executive before they are implemented.

## **CONSULTATION**

17. During the review consultation with Elected Members and officers was undertaken.

## **BACKGROUND PAPERS**

18. None

## **GLOSSARY OF ACRONYMS AND ABBREVIATIONS**

- CAT – Community Asset Transfer

## **REPORT AUTHOR & CONTRIBUTORS**

Caroline Martin, Senior Governance Officer  
01302 734941      caroline.martin@doncaster.gov.uk

Andrew Sercombe, Governance & Member Services Manager  
01302 734354      andrew.sercombe@doncaster.gov.uk

### **Name & Title of Lead Officer**

**Scott Fawcus**  
**Assistant Director - Legal & Democratic Services**

This page is intentionally left blank

## EXECUTIVE SUMMARY AND RECOMMENDATIONS

1. The following recommendations and observations are proposed by the Communities and Environment Overview and Scrutiny Panel. These have been developed as part of a review, following evidence gathering sessions relating to the Community Asset Transfer Process.
2. The Panel recommends that:
  - a. **Recommendation 1: There to be an evaluation and review undertaken of the current Community Lettings and Asset Transfer Policy and this also takes account of Recommendations 2 – 6, and the observations and findings, included as part of the Panel’s review.**
  - b. **Recommendation 2. Improving Communication between the Local Authority and Community Groups to be further explored as part of the assets transfer process.**

### Reason

Members were informed of the lengthy process that Community Asset Transfers (CAT) could be subject to. Although it was recognised that there were reasons for this, it was felt that better communication between the authority and Community Groups (and Ward Members) would improve the process. The Panel found that poor communication could lead to community groups losing volunteers and funding opportunities, and becoming disillusioned particularly where there were delays in the CAT process. The Panel believed that better communication at the beginning would help understanding and expectations of the process being clearer for groups to have better clarity of their status, as to understanding what was happening and why. It was also noted that feedback from community groups was not generally sought following the process and it was recognised that there could be value in receiving this in future.

- c. **Recommendation 3. Consideration be given to the Ways of Providing Additional Support to Community Groups (and Ward Members), to ensure they are equipped and prepared to move through the process and successfully take on and maintain the leasing of an asset.**

These could include:

- Regular attendance at Ward Member meetings by officers (on a quarterly basis).
- Having a dedicated resource/specialised officer for Community Asset Transfers within the Asset Team and closer links with Stronger Communities (and other key groups that would support this process).
- Better information, guidance and signposting to what is available to community groups, for example, signposting to training for Community Groups at an early stage to ensure they are prepared and aware of their responsibilities in taking on a community asset.

- Consider the potential of involving third sector organisations and through partnering with other groups, to support both the Council and Community Groups in going through the process and providing additional capacity and resource e.g. Locality (national charity organisation).

**Reason**

Members heard during an evidence gathering meeting that some groups and Ward Members did not understand the obligations and responsibilities of taking on a community asset, for example, statutory maintenance and therefore felt that more needed to be done to make them aware of this and the support that was available to assist them

It was felt that this could also help protect council assets, preventing risks arising due to worsening conditions of buildings and support groups in continuing to add value to their communities.

It was noted that the Assets Team was a small team with a number of responsibilities and limited capacity. This also applies to the work of the Stronger Communities Team, who have a number of increasing demands and expectations on them. Members recognised that the Stronger Communities Team already provided a range of support, for example, providing introductions, backgrounds, advice and support with activities that the community group may want to do later on.

- d. Recommendation 4 – The monitoring of transfers that have taken place be included within the lease agreement.**

**Reason**

It was felt that this would provide a mechanism to ensure that the process is more robust. Members heard from another Local Authority, that they undertake monitoring 6 months after the transfer has taken place, although it was noted that it could be a challenge to retrieve appropriate information.

- e. Recommendation 5 – To improve clarity and transparency within the Community Asset Letting Process.**

**Reason**

Members felt that greater transparency within the wider remit of Asset Management would also benefit the Community Asset Letting Process.

During the period of its review, Members were provided an opportunity to input into the proposed Strategic Asset Management Strategy 2023-2030, prior to its consideration at Cabinet on the 1<sup>st</sup> February 2023. Reviewing the wider strategy highlighted some of the issues around openness and transparency and helped inform Members views in relation to issues that were also applicable to the Community Asset Lettings Process.

As part of the feedback provided on the strategy, the Panel asked that consideration would be given to the following;



- The strategy be strengthened to provide a greater transparency within the process and accessibility to information, such as, making the asset register more easily accessible to the public and that Asset Board decision meetings be held in public.
- Reflects the importance of providing an opportunity for public input and ensure that Ward Members consultation and engagement has taken place prior to decisions being made (particularly on community lettings of a higher value and that has significant impact on the local community).
- More clarity is provided around the process itself and appeals process as part of the governance around community and commercial lettings.
- On page 17 of the strategy, the paragraph relating to Governance is made clearer around eligibility of assets for community leases and what can be undertaken.

**f. Recommendation 6 – To look at the potential role of Parish and Town Councils in relation to what value they can add and what support to the process.**

**Reason**

It was felt that there were opportunities to better engage and utilise Town and Parish Councils within the process, due to their local knowledge, position and connections with the community. For example, they could be involved more as a consultee at an early stage or as an alternative body to take on a freehold transfer, where community groups were unable able to do so.

3. **In undertaking the review, the Panel made a number of observations, which it believed were important issues and should be noted as part of its findings.**

**Key Observations:**

- a. **Links to Localities Model** - It was recognised that understanding local key assets and their value were important to our communities and this should link strongly to the localities agenda and be further embedded as part of the localities model.
- b. **That there are a number of challenges faced by the Council around availability of assets and legal considerations.**

These include;

- That there were now less assets available across the borough.
  - That there were varying lease arrangements and different letting types (for example, community libraries that are managed uniquely).
  - The need to meet Minimum Energy Efficiency Standard (MEES).
  - Buildings with restrictions.
  - Consent required for alterations.
  - General conditions of property.
- c. **Lack of available capacity/resources within the Council** – it was explained that this was about managing the expectations of what support can be provided above and beyond the necessary work undertaken by teams within the Council. It was heard that this could lead to a risk of being more reactive to issues than being proactive.
- d. **Improved ‘Easy Read’ Community Lettings Policy** – Members were informed that the policy would soon be adapted into an Easy Read format (in collaboration with the Communications team) and this would be made available on the DMBC website. The Panel welcomed this initiative.
- e. **Impact and consequences of the delays and length of time transfer is taking** - It was commented that delays and the length of time taken for the transfer to go through had, in some instances, resulted in community groups losing funding and volunteers and could lead to worsening conditions of unused buildings. On a strategic level, it was felt that this could further impact the Council’s ability to deliver the priorities of Delivering Doncaster Together.
- f. **Other Challenges** - The wide and diverse range of community groups wishing to take over local assets could on occasion result in challenges such as difficulties in collaborating with other groups (for example, Charity Law conflicts), or providing effective support including to those that relied on a small number of people. It was also seen that there were instances where groups might not be fully aware of their responsibilities or be fully prepared to take on a community asset.

Please note dates of meetings/rooms/support may change

**OVERVIEW & SCRUTINY WORK PLAN 2022/23**

|                 | OSMC   | H&ASC O&S  | CYP O&S  | R&H O&S   | C&E O&S   |
|-----------------|--|--|--|---|---|
| April           |  |  | <b>Tues, 26<sup>th</sup> April 2022, 9am<br/>MS Teams (CR)</b>   |   |   |
|                 |  |  | <ul style="list-style-type: none"> <li>Children's Social Care Front Door Referrals (Meeting with Headteachers)</li> </ul>              |   |   |
| May             | <b>Thurs 12<sup>th</sup> May 2022, 10am<br/>MS Teams (CR)</b>  | <b>Tues, 10<sup>th</sup> May 2022, 2pm<br/>MS Teams (Joint with CYP O&amp;S) (CM)</b>  | <b>Tues, 10<sup>th</sup> May 2022, 2pm<br/>MS Teams (Joint with H&amp;ASC O&amp;S) (CM)</b>  |   |   |
|                 | <ul style="list-style-type: none"> <li>Commissioning (meeting with service providers)</li> </ul>           | <ul style="list-style-type: none"> <li>Children's Mental Health Strategy</li> <li>Speech Therapist</li> <li>Health Visiting</li> </ul> | <ul style="list-style-type: none"> <li>Children's Mental Health Strategy</li> <li>Speech Therapist</li> <li>Health Visiting</li> </ul> |   |   |
|                 | <b>Mon 30<sup>th</sup> May 2022, 2pm<br/>MS Teams Briefing Session (CR)</b>                                |  | <b>Monday 23<sup>rd</sup> May at 1pm<br/>MS Teams (CM)</b>   |   |   |
|                 | <ul style="list-style-type: none"> <li>Poverty Position Statement</li> </ul>                               |  | <ul style="list-style-type: none"> <li>DCST and Inspection update</li> </ul>   |   |   |
|                 | <b>Mon 30<sup>th</sup> May 2022, 3pm<br/>MS Teams (CR/CM)</b>  | <b>Mon 6<sup>th</sup> June 2022, 2pm<br/>MS Teams (CR/CM)</b>  | <b>Tues, 14<sup>th</sup> June 2022, 10am<br/>MS Teams (CR/CM)</b>  | <b>Wed, 15<sup>th</sup> June 2022, 10am<br/>MS Teams (CR/CM)</b>        | <b>Thur, 16<sup>th</sup> June 2022, 4pm<br/>MS Teams (CR/CM)</b>        |
|                 | <ul style="list-style-type: none"> <li>Work Planning Meeting</li> </ul>                                    | <ul style="list-style-type: none"> <li>Work Planning Meeting</li> </ul>  | <ul style="list-style-type: none"> <li>Work Planning Meeting</li> </ul>  | <ul style="list-style-type: none"> <li>Work Planning Meeting</li> </ul> | <ul style="list-style-type: none"> <li>Work Planning Meeting</li> </ul> |
| Page 33<br>June | <b>Thurs, 9<sup>th</sup> June 2022, 2pm<br/>Council Chamber (CM)</b>                                       |  | <b>Mon, 27<sup>th</sup> June 2022,<br/>4.30pm Council Chamber (CM)</b>   |   |   |
|                 | <ul style="list-style-type: none"> <li>Youth Justice Plan (c)</li> </ul>                                   |  | <ul style="list-style-type: none"> <li>Home to School Travel Assistance Policy 2022-2027(c)</li> </ul>                                 |   |   |
|                 | <b>Thur 23<sup>rd</sup> June 2022, 10am<br/>Council Chamber (CM/SM)</b>                                    |  |  |   |   |
|                 | <ul style="list-style-type: none"> <li>Qtrly Finance &amp; Performance Report – Qtr 4 21/22 (c)</li> </ul> |  |  |   |   |

FP – Forward Plan Decision

CR, CM or AS – Officer Responsible

Please note dates of meetings/rooms/support may change

|      |  |  |   |  |   |
|------|--|--|---|--|---|
|      | <ul style="list-style-type: none"> <li>○ DMBC</li> <li>○ SLHD</li> <li>● Scrutiny Work Plan</li> </ul>   |  |   |  |   |
| July | <p><b>Thur 7<sup>th</sup> July 2022, 9 am Council Chamber (CR), Members Briefing</b></p>   |  |   |  | <p><b>Fri 15<sup>th</sup> July 2022, 10am MS Teams</b></p>  |
|      | <ul style="list-style-type: none"> <li>● DDT Investment Plan (c)</li> </ul>  |  |   |  | <ul style="list-style-type: none"> <li>● Biodiversity Net Gain - Biodiversity Offsetting (c)</li> </ul>                   |
|      | <p><b>Thur 7<sup>th</sup> July 2022, 10am Council Chamber (CR)</b></p>   | <p><b>Mon 18<sup>th</sup> July 2022 at 1pm Council Chamber (CR)</b></p>  | <p><b>Thur 21<sup>st</sup> July 2022, 4:30pm MS Teams Briefing Session (CM)</b></p>                                     |  | <p><b>Thur 28<sup>th</sup> July 2022, 2pm (CM/CR) Briefing Session in Council Chamber</b></p>                             |
|      | <ul style="list-style-type: none"> <li>● DCST Performance Quarter 4 (c)</li> </ul>   | <ul style="list-style-type: none"> <li>● Adult Mental Health overview (c)</li> </ul>   | <ul style="list-style-type: none"> <li>● Education White Paper (c)</li> </ul>   |  | <ul style="list-style-type: none"> <li>● Community Assets/Community Assets Transfer (c)</li> </ul>                        |
|      | <p><b>Thur 7<sup>th</sup> July 2022, 11am Council Chamber (CR) Members Briefing</b></p>  |  |   |  |   |
|      | <ul style="list-style-type: none"> <li>● Commissioning – Aspire/SY Police/ Conclusion (c)</li> </ul>   |  |   |  |   |
| Aug  | <p><b>Thur 18<sup>th</sup> August 2022 10am MS Teams (CR)</b></p>  |  |   |  | <p><b>Mon 8<sup>th</sup> August 2022 4:30pm MS Teams (CR)</b></p>   |
|      | <ul style="list-style-type: none"> <li>● Culture Strategy (c)</li> <li>● Fairness and Wellbeing Commission</li> </ul>  |  |   |  | <ul style="list-style-type: none"> <li>● Members Briefing – Update on SSDP Priorities and Crime Statistics (c)</li> </ul> |
| Sept | <p><b>Thur 8<sup>th</sup> Sept 2022, 10am Council Chamber (CM/RW)</b></p>  | <p><b>Thur 29<sup>th</sup> Sept 2022, 10am Council Chamber (CM)</b></p>  | <p><b>Cancelled Thur 15<sup>th</sup> Sept 2022 moved to 13<sup>th</sup> October at 4.30pm, Council Chamber (CR)</b></p> |  | <p><b>Cancelled Fri 16<sup>th</sup> Sept 2022, 10am, MS Teams (CM) Moved to 25<sup>th</sup> Nov 2022 11:30am</b></p>      |
|      | <ul style="list-style-type: none"> <li>● Qtrly Finance &amp; Performance Report – Qtr 1 22/23 <ul style="list-style-type: none"> <li>● DMBC</li> <li>● SLHD</li> <li>● DCST</li> </ul> </li> <li>● Compliments and Complaints (c)</li> </ul> | <ul style="list-style-type: none"> <li>● JSNA (Joint Strategic Needs Assessment) and plans to address health inequalities</li> <li>● Primary Care Update/ Adult Social Care/Access to primary care (CQC) - Presentation</li> </ul> |   |  | <ul style="list-style-type: none"> <li>● Community Assets/Community Asset Transfer</li> </ul>                             |

Please note dates of meetings/rooms/support may change

|                |  |  |   |  |   |  |
|----------------|--|--|---|--|---|--|
|                |  | <ul style="list-style-type: none"> <li>Carers Strategy Update Action Plan (c)</li> </ul>                                     |   |  |   |  |
| Oct            |  |  | <p><b>Thurs 13<sup>th</sup> October at 4.30pm Council Chamber (CR)</b></p>  | <p><b>Tuesday 4<sup>th</sup> Oct 2022 at 4pm MS teams (CM)</b></p>   |   |  |
|                |  |  | <ul style="list-style-type: none"> <li>Elective Home Education / Children Missing Education and Alternative Provision.</li> <li>Post Covid - Impact on Children to include Children's Mental Health (Strategy Update)/0-3 Year Olds (c).</li> </ul> | <ul style="list-style-type: none"> <li>How Section 106 Agreements work and how is it secured through the planning process;</li> <li>How is it used / impacts for regeneration purposes and how is it monitored;</li> <li>Community Infrastructure Levy. (c)</li> </ul> |   |  |
|                |  |  | <p><b>CANCELLED<br/>Thur 13<sup>th</sup> Oct 2022, 10am Council Chamber</b></p>   |  | <p><b>Thur 20<sup>th</sup> Oct 2022, 10am MS Teams (CM/RW)</b></p>  | <p><b>Thur 27<sup>th</sup> Oct 2022, 1pm Council Chamber (CR)</b></p>  |
|                |  |  |   |  | <ul style="list-style-type: none"> <li>Housing Allocations Policy Review 2022/2023 Update</li> <li>Economic Strategy Overview 2030 (c)</li> </ul> | <ul style="list-style-type: none"> <li>Flooding Update</li> <li>Mid-Year Meeting as CDC to include;                             <ul style="list-style-type: none"> <li>Domestic abuse update</li> <li>Violence AWG Strategy</li> <li>Community Safety Strategy update (c)</li> </ul> </li> </ul> |
| Nov<br>Page 35 | <p><b>Thur 3<sup>rd</sup> Nov 2022, 10am Council Chamber (CR)</b></p>  | <p><b>Thur 24<sup>th</sup> Nov 2022, 9:45am Council Chamber (CM)</b></p>   | <p><b>Thursday 10<sup>th</sup> November at 1 to 2pm Briefing Session MS Teams (CR)</b></p>  | <p><b>Wednesday 23<sup>rd</sup> Nov 2022, 11am, Council Chamber (CM/RW)</b></p>  | <p><b>Friday 25<sup>th</sup> Nov 2022, 11:30am, MS Teams (CM)</b></p>   |  |
|                | <ul style="list-style-type: none"> <li>Localities (Autumn 2022 – formal meeting) (c)</li> </ul>                  | <ul style="list-style-type: none"> <li>Update from D&amp;BHT</li> <li>Winter Planning</li> <li>ICS/ICB Update (c)</li> </ul> | <ul style="list-style-type: none"> <li>SEND Strategy (c)</li> </ul>   | <ul style="list-style-type: none"> <li>Housing Allocations Policy Review 2022/23 (c)</li> </ul>  | <ul style="list-style-type: none"> <li>Community Asset Transfer Review (c)</li> </ul>   |  |
|                | <p><b>Tuesday 22<sup>nd</sup> November 2022, 1pm Briefing Session MS Teams (CR)</b></p>                          |  |   | <p><b>Wednesday 23<sup>rd</sup> Nov 2022, Briefing session to follow formal meeting, Council Chamber (CM/RW)</b></p>   |   |  |
|                | <ul style="list-style-type: none"> <li>Doncaster Fairness and Well-being Commission Call for Evidence</li> </ul> |  |   | <ul style="list-style-type: none"> <li>Housing stock conditions – private sector (c)</li> </ul>  |   |  |

FP – Forward Plan Decision

CR, CM or AS – Officer Responsible

Please note dates of meetings/rooms/support may change

|     |  |   |  |   |   |
|-----|--|---|--|---|---|
| Dec | <b>Thur 1st Dec 2022, 10am Council Chamber (CR)</b>  | <b>Thursday 15<sup>th</sup> December 2022, 1pm Briefing Session MS Teams (CM)</b>   | <b>Thur 8<sup>th</sup> Dec 2022, 4:30pm Council Chamber (CM)</b>   | <b>Wednesday 7<sup>th</sup> December 2022 at 10am (MS Teams (CR/RW)</b>   | <b>Tuesday 6<sup>th</sup> Dec 2022 4pm Briefing Session MS Teams (CM)</b>   |
|     | <ul style="list-style-type: none"> <li>Qtrly Finance &amp; Performance Report – Qtr 2 22/23               <ul style="list-style-type: none"> <li>DMBC</li> <li>SLHD (c)</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>Bentley and Rossington Primary Care estate developments ICB</li> </ul>                                   | <ul style="list-style-type: none"> <li>School Education Results – December 2022 (c)</li> <li>NEET (c)</li> </ul> | <ul style="list-style-type: none"> <li>Employment (c)</li> <li>Economic Strategy ©</li> </ul>   | <ul style="list-style-type: none"> <li>Draft Asset Management Strategy</li> </ul>   |
| Jan | <b>Thur 26<sup>th</sup> Jan 2023, 10am Council Chamber (CR/CM)</b>   |   |  |   | <b>Mon 23<sup>rd</sup> Jan 2023 4:00pm Council Chamber (CM)</b>   |
|     | <ul style="list-style-type: none"> <li>Budget (c)</li> <li>Corporate Plan (c)</li> </ul>   |   |  |   | <ul style="list-style-type: none"> <li>Environmental &amp; Sustainability Strategy Action Plan 22/23 Update (c)</li> <li>Environment/Climate Change lessons learnt from the summer heat wave; (c)</li> <li>Community Asset Transfer Review Recommendations</li> </ul> |
| Feb | <b>Thur 9<sup>th</sup> Feb 2023, 10am Council Chamber (CM/CR)</b>  | <b>Thur 2nd February 2023, 10am, Council Chamber (CM)</b>   |  | <b>Wednesday 28<sup>th</sup> Feb 2023. 10am (MS Teams TBC)</b>  | <b>Thur 16<sup>th</sup> Feb 2023, 10am Council Chamber</b>  |
|     | <ul style="list-style-type: none"> <li>Budget (c)</li> <li>Corporate Plan (c)</li> </ul>   | <ul style="list-style-type: none"> <li>Links with Social Care and Housing. (c)</li> <li>Local Account ASC perspective (for 2024) (c)</li> </ul> |  | <ul style="list-style-type: none"> <li>Major Schemes update: (c) (Emerging projects (TBC)</li> <li>Levelling Up Fund update – Christian Foster / Mitch Salter / Jonny Bucknall / Michelle Beeney</li> <li>Town Deal update (TBC)</li> </ul> | <ul style="list-style-type: none"> <li>Crime and Disorder Committee - Safer Doncaster Partnership Priorities. (c)</li> </ul>  |
|     | <b>Thur 23<sup>rd</sup> Feb 2023, 10am Council Chamber</b>   | <b>Feb TBA (Briefing)</b>   |  |   |   |
|     | TBC  | <ul style="list-style-type: none"> <li>Consultation Update - Bentley and Rossington Primary Care estate developments ICB -</li> </ul>           |  |   |   |

Please note dates of meetings/rooms/support may change

|                |  |  |  |   |  |
|----------------|--|--|--|---|--|
| March          | <b>Thur 30<sup>th</sup> March 2023, 10am<br/>Council Chamber (CM)</b>  | <b>Thur 23<sup>rd</sup> March 2023, 10am<br/>Council Chamber (CM)<br/>Possible Change to Meeting<br/>Date</b>  | <b>Wed 8<sup>th</sup> March 2023 3pm<br/>MS Teams Briefing Session<br/>(CR)</b>  | <b>Thur 9<sup>th</sup> March 2023, 1.00pm<br/>Council Chamber (CR)</b>  |  |
|                | <ul style="list-style-type: none"> <li>Qtrly Finance &amp; Performance Report – Qtr 3 22/23 <ul style="list-style-type: none"> <li>DMBC</li> <li>SLHD</li> <li>DCST</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>Bentley and Rossington Primary Care estate developments ICB</li> <li>Public Health Protection Update (including long covid).</li> <li>CQC Access to Primary Care (including GP Services)</li> </ul> | <ul style="list-style-type: none"> <li>Meeting with SENCo representatives</li> </ul>   | <ul style="list-style-type: none"> <li>Local Plan – update including delivery of key housing projects and connectivity</li> </ul>   |  |
|                |  |  | <b>Thur 16<sup>th</sup> March 2023,<br/>4:30pm<br/>Council Chamber<br/>(CM)</b>  | <b>Thurs 9<sup>th</sup> March 2023<br/>2.30pm<br/>Council Chamber<br/>Members briefing (CR)</b>   |  |
|                |  |  | SEND:<br><br>Youth Councillors / Young Advisors to be invited for this item. (TBC)<br><br>SEND Strategy Update/The Special Educational Needs and Disabilities Green Paper Update (c) | <ul style="list-style-type: none"> <li>Improving Council housing stock and How St Leger Homes ensure VFM and work standards on improvement programmes;</li> <li>Repairs Excellence ph 2</li> <li>Scoping – Future of transport provision (MCA)</li> </ul> |  |
| Page 37<br>Apr |  | <b>TBA</b>   | <b>Thursday 13<sup>th</sup> April at<br/>12noon Informal Briefing<br/>Session MS Teams</b>   |   |  |
|                |  |  | Transition of Children Social Care   |   |  |
|                |  |  | <b>Wednesday 26<sup>th</sup> April 2023<br/>at 12 noon<br/>Informal Briefing session<br/>MS Teams</b>  |   |  |

Please note dates of meetings/rooms/support may change

|            |  |  |  |  |  |
|------------|--|--|--|--|--|
|            |  |  | <ul style="list-style-type: none"> <li>Referrals – school experience update Social Care Front Door – meeting with headteachers</li> <li>Update on overview of social care theme pressure points</li> </ul> |  |  |
|            |  |  | <b>Thursday 27<sup>th</sup> April 2023 at 4.30pm MS Teams or Council Chamber TBC</b>   |  |  |
|            |  |  | <ul style="list-style-type: none"> <li>Youth Council Priorities (and for information Children and Young Peoples Plan).</li> <li>Youth Offer</li> </ul>   |  |  |
| <b>May</b> |  |  |  |  |  |
|            |  |  |  |  |  |

**POSSIBLE ISSUES FOR FUTURE CONSIDERATION OR TO BE SCHEDULED**

|         |   |  |  |  |   |
|---------|---|--|--|--|---|
|         | Poverty Position Statement – 2022/23 – updates TBA          | Joint Regional Health (JHOSC) – as required Chair only to attend | Early Help Strategy/Annual Report/My Life Doncaster – Members Briefing and Annual Report for circulation | Possible planning reform legislation – not available at this time (as of August 2022). Timing <b>TBC</b> | As C&DC - Members Briefings (MS Teams meetings in between formal meetings) to include; <ul style="list-style-type: none"> <li>off-road motorbikes</li> <li>links to gang culture</li> </ul>   |
| Page 38 | Borough Strategy DDT  | Speech and Language – Update – briefing TBC                      |  | Economic Strategy March 2024 update following Cabinet consideration in December 2022                     | Environmental – items to be considered individually; <ul style="list-style-type: none"> <li>Environmental &amp; Sustainability Strategy Action Plan 22/23 Update</li> <li>Recycling and Collection of Fly-tipping – what has</li> </ul> |
|         | Quarterly performance 2023/24<br>29 <sup>th</sup> June 2023 | Healthwatch Review (Access to Services) Members Briefing TBC     |  | Transportation for the borough   |   |



Please note dates of meetings/rooms/support may change

|  |  |   |  |   |   |
|--|--|---|--|---|---|
|  | <p>12<sup>th</sup> October 2023<br/>                 25<sup>th</sup> January 2024<br/>                 28<sup>th</sup> March 2024<br/>                 18<sup>th</sup> July 2024</p> |   |  |   | <p>been successful in other areas</p> <ul style="list-style-type: none"> <li>○ Flooding/winter planning (including invite to Environment Agency and Yorkshire Water and information from residents on response) – Autumn / November 2022</li> </ul> |
|  |  | <p>Ambulance Times - TBC</p>  |  | <p>Gain Share – Annual amount of capital and revenue allocated to Doncaster -</p> |   |
|  |  | <p>Integration White Paper – 2023/2024 – due to being on hold nationally.</p> |  | <p>Night-time economy? Specific Aspect TBC</p>                                    |   |
|  |  |   |  |   |   |

Please note dates of meetings/rooms/support may change

**BRIEFING NOTES/FOR CIRCULATION**

|  |  |  |  |  |  |
|--|--|--|--|--|--|
|  |  | Get Doncaster Moving (circulated June 2022)                          | Not in Education or Employment (NEET) update (briefing paper circulated 14 <sup>th</sup> July 2022). |  |  |
|  |  | Health and Wellbeing Board Annual Report (circulated July 2022)      | Doncaster Children's Safeguarding Partnership Annual Report  |  |  |
|  |  | RDaSH Annual Quality Report (circulated by email/returned June 2022) | Early Help/Children and Young People Plan Annual Report - prior to consideration by the Panel        |  |  |
|  |  | Adult Safeguarding Report 2022 (date TBC) circulated                 |  |  |  |

**DONCASTER METROPOLITAN BOROUGH COUNCIL**  
**FORWARD PLAN FOR THE PERIOD 1ST FEBRUARY 2023 TO 31ST MAY 2023**

The Forward Plan sets out details of all Key Decisions expected to be taken during the next four months by either the Cabinet collectively, The Mayor, Deputy Mayor, Portfolio Holders or Officers and is updated and republished each month.

A Key Decision is an executive decision which is likely:-

- (a) to result in the Local Authority incurring expenditure which is, or the making of savings which are, significant having regard to the Local Authority's budget for the service or function to which the decision relates; or
- (b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the Local Authority;
- (c) any decision related to the approval or variation of the Policy and budget Framework that is reserved to the Full Council.

The level of expenditure/savings which this Authority has adopted as being financially significant are (a) in the case of the revenue budget, gross full-year effect of £250,000 or more b) in the case of capital budget, £1,000,000 or more in respect of a single project or otherwise across one financial year.or the decision has a significant impact on 2 or more wards.

Please note in addition to the documents identified in the plan, other documents relevant to a decision may be submitted to the Decision Maker. Details of any additional documents submitted can be obtained from the Contact Officer listed against each decision identified in this plan.

In respect of exempt items, if you would like to make written representations as to why a report should be considered in public, please send these to the contact officer responsible for that particular decision. Unless otherwise stated, representations should be made at least 14 days before the expected date of the decision.

**KEY**

Those items in **BOLD** are **NEW**

Those items in **ITALICS** have been **RESCHEDULED** following issue of the last plan

Prepared on: Tuesday, 3 January 2023 and superseding all previous Forward Plans with effect from the period identified above.

Damian Allen  
Chief Executive

## MEMBERS OF THE CABINET

### **Cabinet Member For:**

Mayor - Ros Jones  
Deputy Mayor - Councillor Glyn Jones

Councillor Lani-Mae Ball  
Councillor Nigel Ball  
Councillor Joe Blackham  
Councillor Rachael Blake  
Councillor Phil Cole  
Councillor Mark Houlbrook  
Councillor Jane Nightingale  
Councillor Andrea Robinson

- Budget and Policy
- Housing and Business
- Education, Skills and Young People
- Public Health, Leisure, Culture and Planning
- Highways, Infrastructure and Enforcement
- Children's Social Care, Communities and Equalities
- Finance and Trading Services
- Sustainability and Waste
- Corporate Resources.
- Adult Social Care

**Some Decisions listed in the Forward Plan are to be taken by Full Council**

**Members of the Full Council are:-**

**Councillors Nick Allen, Bob Anderson, Duncan Anderson, Lani-Mae Ball, Nigel Ball, Iris Beech, Joe Blackham, Rachael Blake, Nigel Cannings Glenn Bluff, Laura Bluff, Bev Chapman, James Church, Gemma Cobby, Phil Cole, Jane Cox, Steve Cox, Linda Curran, Amiee Dickson, Susan Durant, Yetunde Elebuibon, Sue Farmer, Sean Gibbons, Julie Grace, Martin Greenhalgh, John Healy, Leanne Hempshall, Charlie Hogarth, Mark Houlbrook, Debbie Hutchinson, Barry Johnson, Glyn Jones, R. Allan Jones, Ros Jones, Jake Kearsley Majid Khan, Jane Kidd, Sue Knowles, Sophie Liu, Tracey Moran, John Mounsey, Emma Muddiman-Rawlins Tim Needham, David Nevett, Jane Nightingale, Thomas Noon, Ian Pearson, Andy Pickering, Cynthia Ransome, Rob Reid, Andrea Robinson, Dave Shaw, Glynis Smith, Sarah Smith, Gary Stapleton, and Austen White**

| WHEN DECISION IS EXPECTED TO BE TAKEN | KEY DECISION TO BE TAKEN   | RELEVANT CABINET MEMBER  | DECISION TO BE TAKEN BY | CONTACT OFFICER(S)   | DOCUMENTS TO BE CONSIDERED BY DECISION MAKER | REASON FOR EXEMPTION – LOCAL GOVERNMENT ACT 1972 SCHEDULE 12A |
|---------------------------------------|--|--|-------------------------|--|--|---|
| 1 Feb 2023                            | To approve the proposed Strategic Asset Management Strategy 2023-2030  | Councillor Joe Blackham, Portfolio Holder for Highways, Infrastructure and Enforcement | Cabinet                 | David Stimpson<br>David.stimpson@doncaster.gov.uk                                |  | Open  |
| 1 Feb 2023                            | To approve the admission arrangements for schools for the 2024/25 Academic Year  | Councillor Lani-Mae Ball, Portfolio Holder for Education, Skills and Young People      | Cabinet                 | Neil McAllister, School Organisation Manager<br>neil.mcallister@doncaster.gov.uk |  | Open  |
| 15 Feb 2023                           | Approval to extend Doncaster's Borough-wide Public Space Protection Order (PSPO) Dog Fouling and Control for a further 3 years, following a public consultation. | Councillor Joe Blackham, Portfolio Holder for Highways, Infrastructure and Enforcement | Cabinet                 | Robert Scarborough<br>Tel: 01302 734654<br>robert.scarborough@doncaster.gov.uk   |  | Open  |

|             |  |  |  |  |  |      |
|-------------|--|--|--|--|--|------|
| 15 Feb 2023 | To approve new discretionary relief schemes for Business Rates for 2023/24; Retail, Hospitality and Leisure Relief for 2023/24 and Supporting Small Business Rate Relief | Mayor Ros Jones  | Cabinet  | Alan Stoves, Head of Revenues and Benefits Tel: 01302 735585<br><a href="mailto:Alan.stoves@doncaster.gov.uk">Alan.stoves@doncaster.gov.uk</a>                                 |  | Open |
| 22 Feb 2023 | Environmental Crime Contract   | Councillor Joe Blackham, Portfolio Holder for Highways, Infrastructure and Enforcement | Mayor Ros Jones  | Claire Bignell, Interim Head of Service – Regulation and Enforcement Tel: 01302 737535<br><a href="mailto:claire.bignell@doncaster.gov.uk">claire.bignell@doncaster.gov.uk</a> |  | Open |
| 27 Feb 2023 | To approve the level of the Council Tax for 2023/24 and to pass appropriate statutory resolutions including the Council Tax requirement for 2023/24.                     | Mayor Ros Jones  | Council  | Alan Stoves, Head of Revenues and Benefits Tel: 01302 735585<br><a href="mailto:Alan.stoves@doncaster.gov.uk">Alan.stoves@doncaster.gov.uk</a>                                 |  | Open |
| 27 Feb 2023 | To approve the Treasury Management Strategy Statement 2023/24 - 2026/27  | Mayor Ros Jones  | Cabinet 15th February 2023, prior to Full Council approval on 27th February 2023 | Faye Tyas, Chief Financial Officer and Assistant Director of Finance<br><a href="mailto:faye.tyas@doncaster.gov.uk">faye.tyas@doncaster.gov.uk</a>                             |  | Open |

|             |  |                        |   |  |  |             |
|-------------|--|------------------------|---|--|--|-------------|
| 27 Feb 2023 | To approve the Revenue Budget 2023/24-2025/26                      | Mayor Ros Jones        | Cabinet 15th February 2023, prior to Full Council approval on 27th February 2023        | Faye Tyas, Chief Financial Officer and Assistant Director of Finance<br>faye.tyas@doncaster.gov.uk                                       |  | Open        |
| 27 Feb 2023 | To approve the Housing Revenue Account Budget 2023/24              | Mayor Ros Jones        | Cabinet 15th February 2023, prior to Full Council approval on 27th February 2023        | Faye Tyas, Chief Financial Officer and Assistant Director of Finance<br>faye.tyas@doncaster.gov.uk                                       |  | Open        |
| 27 Feb 2023 | To approve the Capital Strategy & Capital Budget 2023/24 - 2026/27 | Mayor Ros Jones        | Cabinet 15th February 2023, prior to Full Council approval on 27th February 2023        | Faye Tyas, Chief Financial Officer and Assistant Director of Finance<br>faye.tyas@doncaster.gov.uk                                       |  | Open        |
| 27 Feb 2023 | <b>Approval of the 2023/24 Corporate Plan</b>                      | <b>Mayor Ros Jones</b> | <b>Cabinet 15th February 2023, prior to Full Council approval on 27th February 2023</b> | <b>Andy Brown<br/>andy.brown@doncaster.gov.uk, Allan Wiltshire, Head of Policy and Partnerships<br/>allan.wiltshire@doncaster.gov.uk</b> |  | <b>Open</b> |

|             |   |   |                |  |  |             |
|-------------|---|---|----------------|--|--|-------------|
| 1 Mar 2023  | Quarter 3 2022-23 Finance and Performance Report  | Mayor Ros Jones, Councillor Phil Cole, Portfolio Holder for Finance and Trading Services                            | Cabinet        | Matthew, Smith, Head of Financial Management Tel: 01302-737663 matthew.smith@doncaster.gov.uk    |  | Open        |
| 1 Mar 2023  | St Leger Homes Performance Report 2022/23 Quarter 3   | Councillor Glyn Jones, Deputy Mayor, Portfolio Holder for Housing and Business.                                     | Cabinet        | Julie Crook Tel: 01302 862705  |  | Open        |
| 1 Mar 2023  | <b>To agree and confirm the fee rates for Adult Social Care provision across the City for 2023/24, and confirm and approve Doncaster's Market Sustainability Plan</b> | <b>Councillor Andrea Robinson, Portfolio Holder for Adult Social Care</b>   | <b>Cabinet</b> | <b>Phil Holmes, Director of Adults, Health and Wellbeing (DASS) phil.holmes@doncaster.gov.uk</b> |  | <b>Open</b> |
| 29 Mar 2023 | <b>Youth Strategy 2023-2028.</b>  | <b>Councillor Lani-Mae Ball, Portfolio Holder for Education, Skills and Young People, Councillor Rachael Blake,</b> | <b>Cabinet</b> | <b>Rebecca Mason rebecca.mason@doncaster.gov.uk</b>  |  | <b>Open</b> |



|  |  |  |  |  |  |
|--|--|--|--|--|--|
|  | <b>Portfolio<br/>Holder for<br/>Children's<br/>Social Care,<br/>Communities<br/>and<br/>Equalities</b> |  |  |  |  |
|--|--|--|--|--|--|

This page is intentionally left blank